

**Downtown Business Improvement District of Missoula
Board of Directors Meeting
Tuesday, August 16, 2016 from 3-5 pm at the DMP Office**

PRESENT: Carma Gilligan, Tim France, Charlie Beaton, Dan Cederberg, Kirk Bodlovic, Ellen Buchanan

ABSENT: Scott Stearns

STAFF: Linda McCarthy, Robert Giblin, Will Greenway, Sarah Ferguson

MEETING COMMENCEMENT & INTRODUCTION OF GUESTS & PUBLIC COMMENT

Board President Tim France called the meeting to order at 3:06 pm.

ACTION ITEMS

APPROVAL OF MINUTES

Kirk Bodlovic moved to approve the July minutes. Dan Cederberg seconded the motion, and all voted in favor.

NON-ACTION ITEMS

FINANCE REPORT

Robert Giblin reported there wasn't much to report this month. Cash balance at end of July is 151,596.50. There are payments that will be made and payments that will be received that are reflected in July by a negative number. Administrative contract payments have been made. Real Change payment will be made in the late fall. July was a quiet month. The fiscal year is closed, but Giblin is waiting for financial documents that will be received in September. Who does the audit process? Bodlovic asked who handles the audit process in the fall and Giblin answered an auditor through AZ handles it.

McCarthy reported that she has been informed that property assessment will likely be about \$10,000 lower again. Ellen Buchanan said they have been finding the same in the commercial property assessment around the Downtown area. A discussion on property assessment and the process of basing it on income production and market value ensued.

Review of business Development Initiative (reports, maps on drives)

Will Greenway reported that the flash drives have been delivered and he is really pleased with the way they have turned out. The flash drive has 19 reports on them. Of the 19, 13 reports were originated in our office. Greenway ran through the list of the folders on the drive. These will be used to entice entrepreneurs and developers into investing in Downtown Missoula by showing them all of the economic, residential, and residential projects and developments that will be happening in Missoula in the next 5 years. Greenway showed the board the map included in the drive that shows all of the new construction and major renovations taking place in Downtown in the next 3-5 years. The point of the flash drives is that any developers can leave here with them and show them to their teams and be able to see and understand what is happening in development in Missoula. Greenway reminded the board that the flash drives will only target the information for the Downtown area, but Greenway has this information for Missoula County in its entirety. Cederberg wondered about distribution and Greenway reported that his next steps will be to take everything on the flash drives and make it

into one coherent presentation that will then be distributed to interested developers. Greenway reported that an infographic is being designed to give all of the pertinent information to developers on one sheet as an introduction to the flash drive and to Missoula. A discussion ensued on the best ways to distribute the flash drives and information and what organizations to work with.

Gilligan asked if Greenway anticipated wanting to charge for the information/flash drives. Greenway said he believes that will be the next step once the flash drive project moves to other parts of Missoula.

Greenway reported that the next step will be to promote this information as available and this is the part of the job he enjoys. The board thanked Greenway for all of his hard work.

Update on Downtown Policing Proposal

McCarthy reported that the BID was in support of the Chiefs plan to provide for two uniform officers and two non-sworn officers and while the non-sworn officers were removed from the plan, the two uniform officers were approved last night in the city budget. McCarthy asked if anyone had any thoughts and all were in agreement they were pleased with the outcome.

Update on Missoula Mercantile Project

Buchanan reported that the terms of the development agreement were reached this morning and will be voted on for approval. Buchanan said the big question is that they are unsure is what the preservationists will do, but the cool part is the proposal will save the entire pharmacy building and not just the façade. She said she believes there is a lot of differing opinions among the preservationists about what they would like to see preserved.

McCarthy asked if there is any talk at all about the [school Franklin Elementary School](#) being torn down at City Hall or is it all just about the Merc. Buchanan said she had not heard anything from anyone about those school buildings. Discussion on the development agreement and what it includes ensued. The next step is to go to the City Council to get approval for the development agreement.

DMP, MDA, MDF REPORTS

DMP – McCarthy reported that there isn't much big to show the board there. The strategic planning session will be held Oct. 13 from 1-6 pm.

MDA – McCarthy reported the final weeks of [Out to Lunch \(-OTL\)](#) and [Downtown ToNight \(DTTN\)](#) are in the next two weeks. MDA will host coffee talk tomorrow at the DMP office. River City Roots is next week and McCarthy said volunteers are still very much needed. The MDA board will be participating in a "Shop Local, Shop Downtown" in the month of September.

MDF – McCarthy reported the Friends of Downtown campaign will take place this fall. New board members are being recruited and added at this time. A recycling grant for Caras Park was awarded to MDF as was a grant for holiday décor.

MISSION REPORTS

CLEAN – McCarthy said the new Clean Team supervisor is [Lisa Siepert, and she is](#) being trained right now. She will start in September. A student from Hellgate High School would like to improve Downtown recycling for her senior project.

SAFE – McCarthy reported that this remains a hot topic. She has spoken to a few business owners and they are all extremely frustrated with the transient population. She will likely soon have a meeting with Mayor Engen and business owners to address concerns. A discussion on what to say to business owners and what to do about the homeless population ensued.

BUSINESS DEVELOPMENT – McCarthy reported that she had a meeting regarding the Art Park furniture and if the BID would be able to help with handling the furniture. The board felt it was not feasible for us to have a role in that aspect at this time. The board all agreed they were happy to see the Art Park project get underway.

DMP Strategic Planning: Thursday, Oct. 13 from 1-6 pm

ANNOUNCEMENTS & NEW BUSINESS

McCarthy announced there will be a wayfinding ribbon cutting on Sept 8.

TRUSTEE COMMENTS & MEETING ADJOURNMENT

With no additional comments or announcements, the meeting adjourned at 4:44 pm.